

329006/14/06

Revised

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

TITLE: STREET MAINTENANCE CREW LEADER

DEFINITION

Under general supervision, to perform skilled and supervisory work in the construction, maintenance, and repair of street facilities; to operate power driven equipment; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Work involves responsibility for performing as a working leader of a small crew of workers engaged in unskilled, semi-skilled and journey level construction, maintenance and repair of street facilities. Specific work orders, orally or in written form, or general assignments for a given area, are received from a supervisor. The employee is expected to carry out work to completion based upon knowledge obtained through experience in the area of assignment. All positions assigned to this class require the ability to work independently, exercising judgement and initiative. Employees are also expected to operate heavy equipment.

REPORTS TO: Street Maintenance Supervisor

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Street Maintenance Supervisor. Exercises general supervision and training of assigned crews.

EXAMPLES OF DUTIES

Typical duties may include, but are not limited to, the following:

- Supervise and participate in the installation and repair of sidewalks, curbs and gutters, guardrails, block walls, bridges, storm drains and catch basins and fences.
- Supervise and participate in the paving, grading slurry, crack sealing, construction of berms, grading, paving, and minor repair of streets and alleys.
- Supervise and participate in weed abatement, graffiti removal and landscape maintenance.
- Operate a variety of heavy equipment including motor grader, tractor, crane, loader, black-top paving machine, water truck, skip loader, skid-steer loader, etc.
- Survey City streets, sidewalks, curbs and gutters to identify street maintenance needs.
- Respond to public inquiries regarding street maintenance activities or situations..
- Complete a variety of reports and forms including time and equipment records and work orders.
- Supervise and train subordinate maintenance personnel.
- Supervise and participate in working on hazardous sites, as needed.
- Report hazardous conditions.
- Supervise and participate in special City events as needed.

- Review and process work orders.
- Provide cost estimates for time, material and equipment.
- Order necessary materials and supplies for job sites.
- Maintain crew safety and ensure crew has proper safety equipment.
- Supervise and participate in the set-up of safety devices on the job sites such as setting out of flags, cones, signs and other traffic control devices.
- Respond to emergencies as directed by Public Safety.
- Assist in storm control activities such as placing of sandbags and barricades and picking up of litter or debris.
- Serve as Acting Street Maintenance Supervisor as assigned.

QUALIFICATIONS

Knowledge of:

- Materials, methods, practices and equipment used in street construction and maintenance activities.
- Occupational hazards and standard safety precautions necessary in the work.
- Operation of heavy or light equipment depending on area of assignment.
- Safe work practices.
- Safe driving principles and practices.
- Basic principles, practices and methods of handling or responding to hazardous spills.
- Principles and practices of supervision and training.

Ability to:

- Understand and carry out oral and written instructions.
- Lead multiple small crews or a large crew in performing assigned duties.
- Operate a wide variety of light or heavy equipment.
- Performs a variety of heavy manual tasks, occasionally under severe weather conditions.
- Use and care for hand tools and related equipment.
- Prepare reports and maintain records.
- Read and interpret construction plans and specifications.
- Supervise and train subordinates.
- Work overtime as required.
- Assist with traffic control.

- Fill in on a sign truck.
- Work with various chemicals and/or materials.

Page 3 of 3
Street Maintenance Crew Leader

- Perform daily paperwork including route sheets and equipment inspection.
- Work with other work groups or departments as assigned.
- Rotate within other work groups.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to completion of twelfth grade.

Experience: Five years experience comparable to that of a Street Maintenance Worker in the City of Riverside.

MEDICAL CATEGORY: Group 2

NECESSARY SPECIAL REQUIREMENT

Possession of, or ability to obtain by the end of the probationary period, a valid class "A" California Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Street Maintenance Crew Leader

TO: Street Maintenance Supervisor